We want to do our best for all our children and believe that regular attendance at school is vital for children as it promotes good learning, positive attitudes and maintains continuity in their education and in their friendships.

Home and school must work together to ensure the children feel safe and secure about coming to school and know the routines clearly.

We celebrate good school attendance!

EVERY MINUTE COUNTS		
Minutes late per day	Equivalent of missing	Lessons missed per year
5 mins	3.4 SCHOOL DAYS PER YEAR	17
15 mins	10.3 SCHOOL DAYS PER YEAR	51
25 mins	20.7 SCHOOL DAYS PER YEAR	104

Give Us Support!

We have an open door policy at this school. Teachers are often very busy at the start of the day. If you would like to speak to your child's class teacher, please make an appointment at the school office, for the end of the day. Teachers will make every effort to see you within 48 hours of your concern if possible.

Contact us!

Marjoram Way,
Portishead,
Bristol BS20 7JF

01275 397710

enquiries@trinity.bwmat.org

www.trinityprimaryschool.co.uk

Attendance

ALL DAY, EVERY DAY, ON TIME

Trinity Church School
A Bath & Wells Academy

BATH & WELLS
Multi Academy Trust
'That they may have life, life in all its fullness' John 10:10

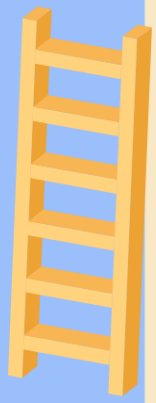
Let's all aim for 100%

All parents want the best for their children.
Having a good education is important to ensure that children have the best opportunities in their adult life. They only get one chance at school, and your child's future may be affected by not attending school regularly.
Good habits must be formed right from the start of their school life.

Attendance ladder

How close is your child to 100%?

0 days off school	100%	Perfection
2 days off per year	99%	Excellent
5 days off per year	97%	Good
10 days off per year	95%	Slight concern
14 days off per year	93%	Concerned
20 days off per year	90%	Very concerned



How **YOU** can help **US**:

- Try to make medical appointments after school or in the holidays whenever possible.

- If you haven't let us know by 9.30 on the first day of your child's absence why they are not in school, we will telephone you to enquire about your child.

- If you need to collect your child during the day for appointments please sign them out from the office.

- Support the school's policies, especially the Behaviour Policy.

- Value education and the work of all the staff in the school.

- Help your child prepare for school by having everything they need.

- Telephone us when your child is ill and send a note to school when they return.

- Bring them and collect them on time each day.

Leave of absence in term time - what it means for you and your child

Our School Policy is that no holidays will be authorised in term time. If a parent decides to take their child out of school without authorisation, this may result in a Penalty Notice fine being issued by the Local Authority.

The fine applies to all parents and carers. We strongly encourage families to take holiday during school holidays.

Absence requests will only be granted in exceptional circumstances. This request must be put in writing to the Head Teacher, at least 2 weeks before, fully explaining the reason for the request.

The Head Teacher will consider each request carefully and will look at the child's attendance over the last 12 months. Permission for absence will only be granted in exceptional circumstances, when the reason for the request is very clear. Birthdays, anniversaries and other family events will not be considered as exceptional circumstances.